

TIMEWORKS

*Personal Computer Software
for*

Commodore

*Computers**

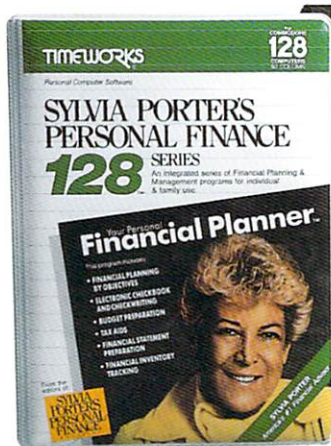
Home Management Business Systems Personal Improvement Education Home Management Business Systems Personal Improvement Education Home Management Business Systems Personal Improvement Education Home Management Business Systems Personal Improvement Education

WHEN YOU BUY TIMEWORKS SOFTWARE, YOU GET MORE THAN SOFTWARE.



TIMEWORKS®

More power for your dollar



From the editors of:



C 64 (64K, 40 column) \$39.95 Cat. No. 6355
C 128 (128K, 80 column) \$49.95 Cat. No. 7355

Every SYLVIA PORTER Program Includes:

- **Unique graphic representations** which enable you to automatically generate supplemental data such as percentages, ratios, charts, and other useful financial management tools.
- **Financial planning application worksheets** to create "how-to" examples for your own situations.
- **A customized Report Writer** that lets you specify and print out any report you want, tailored to your specific needs.
- **Interfacing with other programs.** Each program interfaces with Timeworks' WORD WRITER (word processor) and other Sylvia Porter Personal Financial Series programs so that common information will be entered into the system only once. Reports generated by this program can also be incorporated into documents produced by the WORD WRITER 3 or WORD WRITER 128.
- **Full prompting.** You will be guided through this program with thoughtful, easily understood instructions (in Sylvia Porter's style) from your computer display screen, complemented by a fully illustrated manual.

Word Writer

with **Spell
Checker,
Thesaurus
& Outliner**

For
COMMODORE
128
COMPUTERS
128K, 80 Column

128

A fast, efficient word processing system that allows you to write, revise, edit and print out professional documents every time.

At A Glance:

This system includes:

- A program which can be used by itself or interfaced with Timeworks' DATA MANAGER 128 (data base) and SWIFTCALC 128 (spreadsheet) programs, enabling you to produce customized reports incorporating information generated from all three systems.
- A Built-in, 90,000-Word Spell Checker to locate misspelled words.
- An Integrated Thesaurus with over 60,000 synonyms and alternatives for today's most frequently used words.
- An Integrated Outliner that quickly organizes notes, facts, and ideas in a convenient outline format.
- "Pull-down" menu technology that places all program commands directly onto your computer display. No need to memorize command codes or use a reference card.
- A Print Preview Mode that lets you view your document on screen as it will appear when you print it.
- On-Screen Highlighting which lets you display underlining, *italics*, and **boldface** on your computer screen – as you write.
- A Built-in, Full-Function Calculator.
- A Personal Dictionary that lets you add over 1,000 of your own personal words – such as proper names or technical terms – while you use the program.

Features:

WORD WRITER 128 contains all of the features you'll need for everyday word processing, plus most of the sophisticated features found in more expensive programs, including:

- Move/Copy
- Search & Replace
- Insert Mode
- Deleting (Erasing)
- Formatting
- Centering & Margin Justification
- Form Letter Printout (Mail Merge)
- Highlighting
- Merging (Appending)

(Features cont'd)

That's right! You get ongoing support from a software company that's made a commitment to *you*!

You get our customer technical support team

At the other end of our toll-free helpline, you'll find our full-time Customer Technical Support Team – ready to assist you with your installation and ongoing operations. Free – to all registered users.

You get our liberal upgrade and exchange policy

If at any time, you buy an updated version of a Timeworks program, or if you upgrade your computer system, you may exchange your *original* program for any other program we publish. Details are inside every Timeworks package.

You get our money back guarantee

If you can find anything that works better for you, simply send us your Timeworks program, your paid receipt, and the name of the program you want, along with your check or credit card number for any retail price difference. If it's available, we'll buy it for you.*



AVAILABLE IN:

- 64K, 40 column (for C 64 computers)
- 128K, 80 column (for C 128 computers)

TIMEWORKS, INC.
444 Lake Cook Road
Deerfield, Illinois 60015
(312) 948-9200

*Offer expires 90 days after date of original purchase.
© 1983 Timeworks, Inc. All rights reserved

SYLVIA PORTER'S PERSONAL FINANCE SERIES™

VOLUME 1

An integrated series of financial planning & management programs for individual & family use.

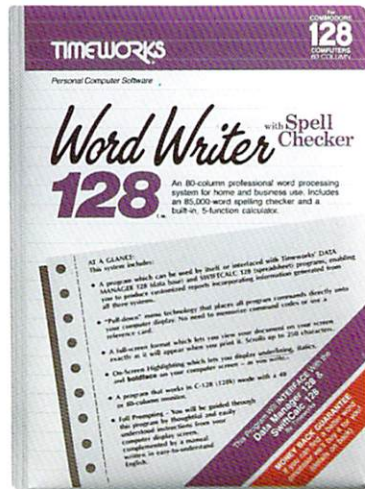
Your Personal • Financial Planner™

At A Glance:

SYLVIA PORTER'S PERSONAL FINANCE SERIES is a completely integrated series of financial planning and management programs for individual and family use. These programs combine the proven financial expertise of Sylvia Porter and the Editors of SYLVIA PORTER'S PERSONAL FINANCE MAGAZINE with all of the computer tools you'll need to organize, plan, and manage your personal financial affairs. This series works simply and effectively, without complicated financial jargon or "computerese".

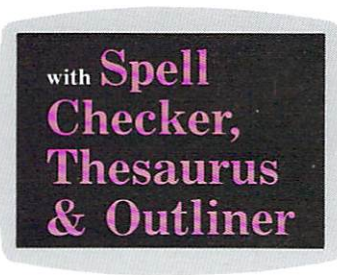
This Program Includes:

- **Financial planning by objectives:** You are led step-by-step through a series of questions that will enable you to develop comprehensive financial plans to determine the best financial moves for your career, your marital status, your children, your savings, your life insurance, your investments, your lifestyle, your retirement, and your estate – and lets you plan ahead for protection against major medical expenses, prolonged disability, and other possible adversities.
- **Electronic checkbook & checkwriting:** An electronic checkbook which organizes, categorizes, and records all of your checking account, cash and credit card transactions; prints checks and computes and maintains separate balances for up to 5 individual checking accounts and 10 credit cards. Performs monthly checkbook reconciliations.
Permits automatic transfer of this data into your personal budget.
- **Budget preparation:** Provides detailed monthly comparisons and annual projections of up to 140 separate budget items.
- **Financial statement preparation:** Prepares, monitors and generates personal financial statements, including assets & liabilities and income & expenses.
- **Financial inventory tracking:** Stores and tracks detailed profiles of your personal financial holdings.
- **Tax aids:** Classifies and helps you keep track of your income and tax deductible expenses.



This program will **INTERFACE** with
SwiftCalc 128, Data Manager 128
& The Sylvia Porter series

MONEY BACK GUARANTEE
If you can find a better program,
we'll buy it for you.



C 128 (128K, 80 column) \$49.95 Cat. No. 7352

(Features cont'd)

- Automatic Word Wrapping
- Indenting
- Tabbing
- Automatic Page Numbering
- Document Chaining
- Headers & Footers
- Superscript & Subscript
- Speed Keys
- Horizontal & Vertical Scrolling
- Disk Cataloging

... plus, some unique functions of our own, all combined to make **WORD WRITER 128** one of the most respected word processing systems available.

When Interfaced With Timeworks' DATA MANAGER 128 and SWIFTCALC 128:

- The **WORD WRITER 128** individually addresses and prints form letters automatically.
- Data can be transferred from the **DATA MANAGER 128** or **SWIFTCALC 128** programs directly to the **WORD WRITER 128**. Finished spreadsheets and data base information can be automatically included in reports and documents generated by the **WORD WRITER 128**.
- Information needs to be entered into the system only once, saving time and minimizing data entry errors.
- Data text files produced with the **C-64 WORD WRITER 3** can be used with this program.

Data Manager

with **Report
Writer**

For
COMMODORE
128
COMPUTERS
128K, 80 Column

128

A complete general information storage and retrieval system with report writing, graphics, statistics, and label making capabilities.

At A Glance:

This system includes:

- A program which can be used by itself, or interfaced with Timeworks' WORD WRITER 128 (word processor) and SWIFTCALC 128 (spreadsheet) software programs, enabling you to produce customized reports incorporating information generated from all three systems.
- "Pull-down" menu technology that places all program commands directly onto your computer display. No need to memorize command codes or use a reference card.
- Sample data which quickly allows you to become familiar with the command instructions of this program.
- Full user prompting and password protection.
- A manual written in easy-to-understand English, illustrated with an abundance of examples.
- A program that works with an 80-column monitor.

Features:

- Quick access to important information. Items can be easily retrieved and printed by name, index code, date range, amount range, or any category of information stored in the system.
- Timeworks' exclusive X-SEARCH feature. Allows you to easily CROSS-SEARCH any of the above categories as many times as you need, to locate the specific group of items you require.
- Timeworks' exclusive X-SORT feature. An advanced indexed SORT system which allows you to arrange your stored items in increasing or decreasing order, alphabetically, numerically, or chronologically (by date).
- A Graphics package which includes Timeworks' exclusive X-CHART feature and STANDARD BAR CHARTS. Enables you to break down statistical information by up to ten indexed categories of your choice, and GRAPHICALLY view your results.
- Calculates numerical data from column to column and field to field. Allows you to perform spreadsheet tasks such as payroll calculations, cost estimates, and more.



This program will **INTERFACE** with
SwiftCalc 128 & Word Writer 128

MONEY BACK GUARANTEE
If you can find a better program,
we'll buy it for you.



C 128 (128K, 80 column) \$49.95 Cat. No. 7351

- Statistical analysis of numerical data. The DATA MANAGER 128 produces the SUM, AVERAGE, and STANDARD DEVIATION of statistical data entered into the system.
- Generates customized data reports. You specify the title, location, and sequence of each column.
- Prints your name and address file onto standard mailing labels, and transfers and prints text information onto labels and tags.

When Interfaced With Timeworks' WORD WRITER 128 and SWIFTCALC 128:

- DATA MANAGER 128 generates customized data reports and transfers information generated from both your data base and spreadsheet programs directly into the written text of documents produced by the WORD WRITER 128.
- DATA MANAGER 128 enables you to automatically create, address, and print out individualized form letters.

SwiftCalc

with Super Graphics & SIDEWAYS

128

A powerful, easy-to-use electronic spreadsheet designed especially for home and business use.

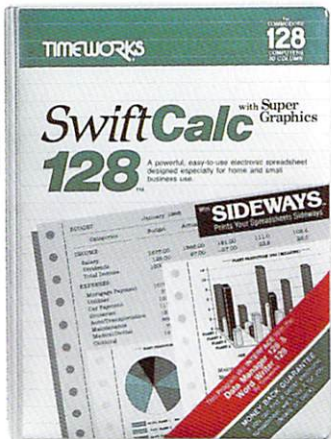
For
COMMODORE
128
COMPUTERS
128K, 80 Column

The power of SWIFTCALC 128 lies in its ability to apply mathematical functions and algebraic formulas to any spreadsheet-type analysis, such as budgeting, financial planning, or cost estimating. Because SWIFTCALC 128 automatically calculates these formulas for you, you can produce complicated "what-if?" reports at the press of a key and make further modifications quickly and effortlessly.

At A Glance:

This system includes:

- A program which can be used by itself (stand alone) or interfaced with Timeworks' DATA MANAGER 128 and WORD WRITER 128 software programs. Enables you to produce customized reports and incorporate information generated from all three systems directly into documents created with the WORD WRITER 128, or into spreadsheets produced by SWIFTCALC 128.
- Super graphics: Graphically displays and prints out numerical information using pie charts; vertical bar charts; scatter diagrams; line graphs; and three-dimensional staggered bar charts.
- The SIDEWAYS option permits printing all of your columns vertically on one continuous sheet by automatically rotating your spreadsheet 90 degrees as it prints out.
- "Pull-down" menu technology that places all program commands directly onto your computer display, making it easy to computerize and store numerical information.
- 250 rows and 250 columns provide 62,500 cells (locations) in which to place information.
- Performs mathematical functions. Allows the use of minimum and maximum values, averages, sums, integers, absolute values, and exponential notation. Also performs trigonometric and logarithmic functions, i.e., sine, cosine, tangent, arctangent, natural exponent, and natural logarithms.
- Performs financial analysis functions. Calculates the present and future value of the dollar and the present and future value of constant amounts.
- HELP screens and full prompting: These scrolling displays list all of SWIFTCALC 128's available functions. No need to refer to your user's manual each time you need to apply a mathematical function.
- Sample spreadsheets illustrate budgeting, trip planning, and financial analysis. Sample spreadsheets help you become familiar with SWIFTCALC 128 and the program commands.



This program will **INTERFACE** with
Word Writer 128 & Data Manager 128

MONEY BACK GUARANTEE
If you can find a better program,
we'll buy it for you.

	a	b	c	d	e	f	g
1							
2							
3	ALTERNATE #	1	2	3	4		
4							
5	DESTINATION	WBC	CLEMEM	EUROPE	HAWAII		
6	PREP. RATING	2	10	8	7		
7	# DATE	8	7	15	10		
8	# OF PEOPLE	2	4	2	2		
9	# OF MILES	400	0	0	0		
10	GAS COST	24.00	0.00	0.00	0.00		
11	CAR RENTAL	0.00	0.00	0.00	400.00		
12	AIRFARE/PERSON	0.00	0.00	800.00	700.00		
13	AIRFARE TOTAL	0.00	0.00	1600.00	1400.00		
14	LODGING/PERSON	30.00	150.00	80.00	60.00		
15	LODGING TOTAL	300.00	2100.00	800.00	1300.00		
16	MEAL/PERSON	30.00	0.00	80.00	30.00		

C 128 (128K, 80 column) \$49.95 Cat. No. 7354

Special Features:

- Quick Entry** Automatically inserts column and row headings which use days, months, or sequential numbering.
- Search & Replace** Locates information within your spreadsheet and automatically replaces data – at your command.
- Insert Delete (Erase)** Inserts or deletes rows or columns – at the press of a key.
- Formatting** Choice of five formats: Decimal (up to 9 places); Graphics; Exponential Notation; \$ Sign & Commas.
- Automatic Cursor** Automatically moves the cursor in any direction you specify, after each data entry.
- Swiftkey** Converts multi-key commands to just one keystroke.
- Swiftsort** Sorts information in your spreadsheet in ascending or descending order. Rearrange your spreadsheet data at the press of a key.
- Browse Mode** Allows you to view your entire spreadsheet while entering formulas, and allows quick entry of cell addresses.
- "Freeze" Mode** Rows and columns can be "frozen" on your screen while you move around the spreadsheet.
- Disk Cataloging** Displays the file names of your stored documents and loads them directly into your computer.
- "Locking" Ability** Protects cell contents from accidental erasure or overwriting.
- Swiftdos** Allows you to access *all* of the Commodore disk operating commands, while your spreadsheet remains in the computer.

PARTNER 64

PARTNER 128

A cartridge-based product with eight memory-resident desktop "accessories" that operate "concurrently" with your software programs.

At A Glance:

Press a button! and PARTNER automatically suspends the existing program in your computer while you use the PARTNER accessories. When you are through, PARTNER returns you to the point in your program where you left off.

Accessories At Your Command:

- **Appointment calendar and date book:** Keep track of appointments and deadlines. At the press of a key, you will be able to review your appointments for a day, week, or month. Months may be viewed in their entirety in a traditional calendar format. Dates with scheduled appointments will be marked for your attention. You can also produce handy printouts for use while you're away from your computer.
- **Memo pad:** Write yourself important notes. You can print them out on paper or save them onto disk.
- **Name, address and phone list:** Keep track of important names, addresses, and phone numbers in alphabetical order. Available at the press of a key, any time you are using your computer.
- **Calculator:** A multi-function calculator with an optional "paper-tape" that prints out your calculations on your printer.
- **Typewriter:** Turns your computer and printer into a traditional typewriter. When you press RETURN at the end of a line, the line will be printed directly on your printer. Great for those small typing jobs.
- **Envelope addresser & label maker:** Using this feature and your name and address list, you will be able to address envelopes or create mailing labels quickly without leaving the software program you are working with.
- **Screen print:** At the press of a key, the text (*not graphics*) of your computer display will be duplicated on your printer. This allows you to take a "snapshot" of your computer display while you're using one of your other software programs.
- **Auto dialer:** At your command, the computer will search through your list of phone numbers for the number you want, and automatically dial the number for you. (An auto-dial modem is required to use the phone-dialer feature, but you can store and retrieve phone numbers without a modem.)



For
COMMODORE COMPUTERS
C64 and **C128**
 64K 128K
 40 COLUMN 80 COLUMN

These programs operate
CONCURRENTLY
 with other Commodore
 software programs

C 64 (64K, 40 column)

\$39.95 Cat. No. 6361

C 128 (128K, 80 column)

\$49.95 Cat. No. 7361

Other Features:

- **SwiftDOS:** Allows you to access Commodore disk drive commands any time. Use this feature – while you are using another software program – to format a disk, rename a data file, or to use any of the other disk drive commands.
- **SwiftLock:** No one will ever tamper with your unattended computer again. Enter your secret code before you walk away, and the keyboard will be locked until you re-enter your personal secret code. Change the code any time you want.
- **Extended printer control:** Send commands directly to your printer at any time. Use this feature to turn on compressed print, letter quality print, and the other options available on your printer.
- **SwiftLoad:** Allows your Commodore 1541 disk drive to load programs as fast as the Commodore 1571 disk drive.

Technical Requirements & Compatibility:

PARTNER 64:

- Not compatible with programs requiring a plug-in cartridge.
- Auto Dialer requires a Commodore 1650, 1660, 1670 (Modem 1200), or Hayes compatible modem.
- Not compatible with the Commodore SX64 Portable Computer.

PARTNER 128:

- Not compatible with VizaWrite or other programs requiring a plug-in cartridge.
- A “Y” cable is advised for use with programs utilizing joystick port #2.
- Auto Dialer requires a Commodore 1650, 1670 (Modem 1200), or Hayes compatible modem. Not compatible with a 1660 modem.

Word Writer 3

with Spell
Checker,
Thesaurus
& Outliner

For
COMMODORE
64
COMPUTERS
64K, 40 COLUMN

The most powerful, complete, easy-to-use Word Processing System available for Commodore 64 computers.

At A Glance:

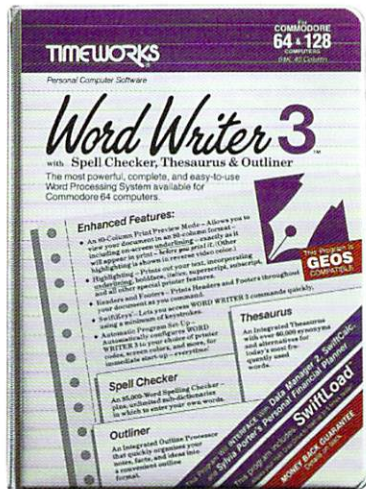
This System includes:

- A menu-driven program which can be used by itself (stand-alone), or interfaced with Timeworks DATA MANAGER or DATA MANAGER 2, enabling you to maintain and print out name and address lists, create individualized form letters automatically, and produce customized reports up to 20 columns wide.
- An 85,000-Word Spelling Checker – plus, unlimited sub-dictionaries in which to enter your own words.
- An Integrated Thesaurus with over 60,000 synonyms and alternatives for today's most frequently used words.
- An Integrated Outline Processor that quickly organizes your notes, facts, and ideas into a convenient outline format.
- An 80-Column Print Preview Mode that allows you to view your document in an 80-column format – including on-screen underlining – as it will appear in print – *before you print it.* (Other highlighting is shown in reverse video color.)
- Highlighting: Prints out your text, using underlining, **boldface**, *italics*, superscript, subscript and all other special printer features.
- Prints Headers and Footers throughout your document.
- SwiftKeys* that let you access WORD WRITER 3 commands quickly, using a minimum of keystrokes.
- Automatic Program Set-Up: Configures WORD WRITER 3 to your choice of printer codes, screen colors, and more, for immediate start-up – *everytime.*
- GEOS Compatible – Documents from WORD WRITER 3 can be incorporated into the GEOS environment.
- Two plastic keyboard overlays that place the word processing commands directly onto the keyboard.

Features:

WORD WRITER 3 contains all of the features you'll need for everyday word processing, plus most of the sophisticated features found in more expensive programs, including:

- | | | |
|--------------------|---------------------|-------------------|
| • Move/Copy | • Automatic Page | • Page Skip |
| • Search & Replace | Numbering | • Sample Files |
| • Insert Mode | • Document Chaining | • File Conversion |



This Program will **INTERFACE** with **SwiftCalc**, **Data Manager**, **Data Manager 2**, and the **Sylvia Porter Series**

MONEY BACK GUARANTEE
If you can find a better program,
we'll buy it for you.

with **Spell
Checker,
Thesaurus
& Outliner**

C 64 (64K, 40 column) \$39.95

Cat. No. 6352

(Features cont'd)

- Deleting (Erasing)
- Formatting
- Automatic Word Wrapping
- Indenting
- Tabbing
- Centering
- Form Letter Printout
- Multi-Function Calculator
- Reset
- Horizontal and Vertical Scrolling
- Color Control
- Disk Cataloging
- Merging (Appending)

... plus, some unique functions of our own, all combined to make WORD WRITER 3 one of the most respected word processors available.

When Interfaced with Timeworks' DATA MANAGER 2 or SWIFTCALC, This Program:

- Enables you to maintain and print out name and address lists, create individualized form letters automatically, and produce customized reports, up to 20 columns (80 characters) wide. You specify the titles for each column of data, which can be incorporated into any written text produced by the WORD WRITER 3, printed alone, or stored on disk and saved for later use.
- Individually addresses and prints form letters automatically.
- Prints your name & address file onto standard mailing labels.
- Calculates numerical data from one column to the next, giving this program spreadsheet type capabilities.
- Transfers and prints text information onto labels & tags; for example, store price labels with descriptions, inventory tags, employee name tags and more.

Data Manager 2TM

with **Report
Writer**

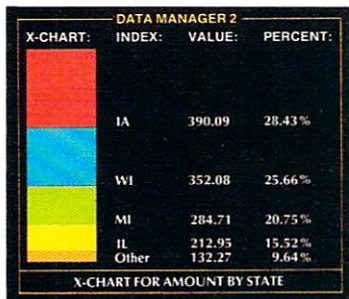
For
COMMODORE
64
COMPUTERS
64K, 40 COLUMN

A general information storage and retrieval system –
with exclusive X-SEARCHTM Feature.

At A Glance:

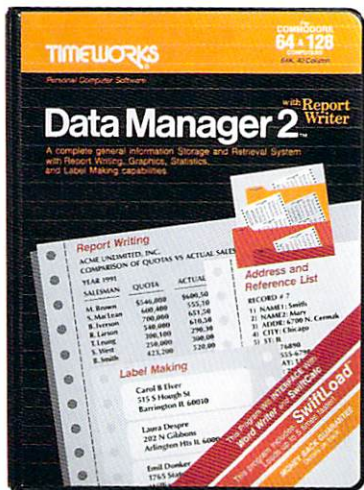
This system includes:

- A menu-driven program which can be used by itself, or interfaced with Timeworks' WORD WRITER 3 (word processing) and SWIFTCALC (spreadsheet) software programs, enabling you to produce customized reports incorporating information generated from all three systems.
- Sample data which quickly allows you to become familiar with the command instructions of this program.
- Full user prompting, audio cuing, and password protection.
- A data transfer utility which allows you to transfer data from one file to another.
- A special back-up feature which generates extra backup copies of your recorded information for safe keeping.



Features:

- Quick access to important information. Items can be easily retrieved and printed by name, index code, date range, amount range, or any category of information stored in the system.
- Timeworks' exclusive X-SEARCH feature. Allows you to easily cross-search any of the above categories as many times as you need, to locate the specific group of items you require.
- Timeworks' exclusive X-SORT feature. An advanced indexed sort system which allows you to arrange your stored items in increasing or decreasing order, alphabetically, numerically, or chronologically (by date).
- Timeworks' exclusive X-CHART feature. Enables you to break down statistical information by up to ten indexed categories of your choice, and graphically view your results.



This Program will **INTERFACE** with
SwiftCalc & Word Writer 3

MONEY BACK GUARANTEE
If you can find a better program
we'll buy it for you



C 64 (64K, 40 column) \$19.95 Cat. No. 6351

- Calculates numerical data from column to column and field to field. Allows you to perform spreadsheet tasks such as payroll calculations, cost estimates, and more.
- Statistical analysis of numerical data. The DATA MANAGER 2 produces the sum, average, and standard deviation of statistical data entered into the system, and will also produce frequency charts (bell graphs) using that data.
- Generates customized data reports. You specify the title, location, and sequence of each column.
- Prints your name and address file onto standard mailing labels, and transfers and prints text information onto labels and tags.

When Interfaced With Timeworks' WORD WRITER 3 and SWIFTCALC:

- DATA MANAGER 2 generates customized data reports and transfers information generated from both your data base and spreadsheet programs directly into the written text of documents produced by the WORD WRITER 3.
- DATA MANAGER 2 enables you to automatically create, address, and print out individualized form letters.

SwiftCalc™

With **SIDEWAYS**

Prints Your Spreadsheets Sideways

For
COMMODORE
64
COMPUTERS
64K, 40 COLUMN

A powerful, easy-to-use electronic spreadsheet designed for home and business use.

The power of SWIFTCALC lies in its ability to apply mathematical functions and algebraic formulas to any spreadsheet-type analysis, such as budgeting, financial planning or cost estimating. Because SWIFTCALC automatically calculates these formulas for you, you can produce complicated "what if?" reports at the press of a key, and make further modifications quickly and effortlessly.

At A Glance:

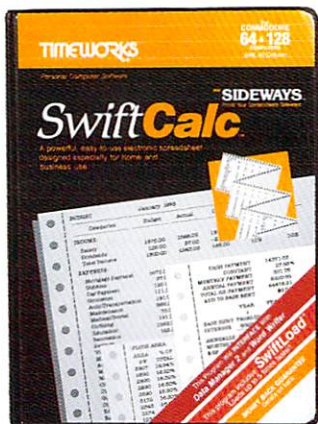
- A program which can be used by itself (stand alone) or interfaced with Timeworks' DATA MANAGER, DATA MANAGER 2, and WORD WRITER 3 software programs. Enables you to produce customized reports incorporating information generated from all three systems.
- The SIDEWAYS option permits printing all of your columns on one, continuous sheet, by automatically rotating your spreadsheet 90 degrees as it prints out.
- 250 rows and 104 columns provide more than 25,000 cells (locations in the spreadsheet) in which to place information.
- Performs mathematical functions, up to 12 digits. Allows the use of minimum and maximum values, averages, sums, integers, absolute values, and exponential notation.
- Calculates the present and future value of a dollar and the present and future value of a constant amount (annuity).
- HELP! screens: These scrolling displays list all of SWIFTCALC's available functions. No need to reference your user's manual each time you need to apply a mathematical function.
- Financial models illustrate budgeting, trip planning, and financial analysis. Sample spreadsheets help you become familiar with SWIFTCALC and the program commands.
- Full prompting. You will be guided through this program by thoughtful, easily understood instructions from your computer display screen, complemented by a manual written in easy-to-understand English.



Keyboard Overlays

(C-64 only)





This Program will **INTERFACE** with
Word Writer 3, Data Manager & Data Manager 2

MONEY BACK GUARANTEE
If you can find a better program,
we'll buy it for you.

FILE NAME		MESSAGE		
		B	A	D
1	JANUARY	BUDGET	ACTUAL	DIFF
2	INCOME			
3	Salary	1875.00	1866.00	191.00
4	Dividends	125.00	97.00	28.00
5	Total Income	2000.00	1963.00	367.00
6	EXPENSES			
7	Monthly Rent	500.00	500.00	0.00
8	Utilities	100.00	90.00	10.00
9				
10				
11				
12				
13				
14				
15				

C 64 (64K, 40 column) \$19.95 Cat. No. 6354

Special Features:

- **Move/Copy** Moves or copies cell information to other cells within your spreadsheet.
- **Search & Replace** Locates information within your spreadsheet and automatically replaces data – at your direction.
- **Insert or Delete (Erase)** Inserts or deletes rows or columns – at the press of a key.
- **Formatting** Choice of three formats: decimal (up to 9 places); graphics; or exponential notation.
- **Goto** Moves the cursor across blocks of cells – at the press of a key.
- **Horizontal and Vertical Scrolling** Moves your spreadsheet in any direction, allowing you to view any section of the spreadsheet you desire.
- **Automatic Cursor Advance** Automatically moves the cursor in any direction you specify, after each data entry.
- **Disk Cataloging** Displays the file names (titles) of documents stored on your data disk – at the press of a key.
- **Reset** Allows you to clear and start a new spreadsheet – at the press of a key.

When Interfaced with Timeworks' DATA MANAGER, DATA MANAGER 2 or WORD WRITER 3:

- Transfers information from your DATA MANAGER 2 (data base) program directly into spreadsheets produced by SWIFTCALC. Also incorporates spreadsheets produced by SWIFTCALC directly into documents created with the WORD WRITER 3.

The **Evelyn Wood**
Dynamic Reader™



An effective and enjoyable way to improve your reading comprehension, retention, and speed.

At A Glance:

THE EVELYN WOOD DYNAMIC READER will not give you the desire to improve your reading skills. You must possess that. But this package does provide everything else . . . the plan, excellent instruction, the materials, and the know-how to help you learn to read as fast and efficiently as you want.

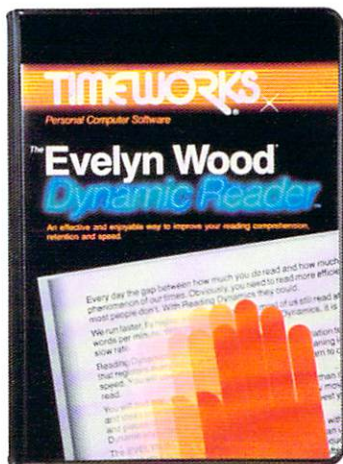
Every day the gap between how much you *do* read and how much you *should* be reading widens. It's a natural phenomenon of our times. Obviously, you need to read more efficiently than your grandfather did. Unfortunately, most people don't. With Reading Dynamics you can.

We run faster, fly higher and dive deeper, but most of us still read at the 19th-century speed of approximately 300 words per minute. With the discovery of Reading Dynamics, it is no longer necessary to poke along at such a slow rate.

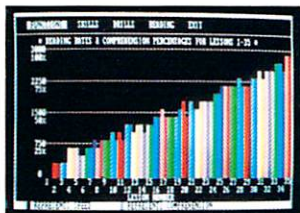
Reading Dynamics is not a skimming or "key word" association technique. It is a totally different reading concept that registers every word, every idea, every shade of meaning in the written material. You will use more of your mental capacity and learn to concentrate more fully. Your mind won't wander while you read.

You will find that reading Dynamically is more enjoyable than reading the old way. Complete thought patterns and ideas emerge from the written material in a smoothly moving picture. Instead of perceiving individual bits and pieces of information and putting them together as best you can, you will see total concepts. Reading Dynamically is like "living" in the material.

THE EVELYN WOOD DYNAMIC READER provides you with the exercises and tools you need to help you increase your reading comprehension and speed. You can use your own personal computer and develop your skills at your own pace. You can learn the essential techniques of Dynamic Reading in your own home – at any time that is convenient for you. You can repeat exercises as often as you wish to assure that you maintain optimal reading efficiency.



MONEY BACK GUARANTEE
If you can find a better program
we'll buy it for you.



C 64 & 128 (64K, 40 column) \$19.95 Cat. No. 6105

Features:

This program contains the actual operating programs for the Dynamic Reader and the text and comprehension quizzes for the reading exercises. Your progress will be automatically recorded and you will be able to graphically view your results on colorful bar charts.

Technical Data:

Suggested Age Group: 14 to adult

THE EVELYN WOOD DYNAMIC READER PROGRESS REPORT 12/03/88								
PAT A. QUINN								
LESSON NUMBER	DATE	READING NUMBER	READING MAX	SPEED AVG	MIN	QUIZ NO.	COM	
1	11/25/88	1	400	350	289	1	60	
2	11/25/88	1	630	560	467	2	70	
3	11/25/88	2	823	700	632	1	71	
4	11/26/88	3	820	750	689	1	81	
5	11/26/88	4	967	880	734	1	6	
6	11/27/88	4	1102	940	879	2	8	
7	11/27/88	4	1456	1323	1123	3	9	

SIDEWAYS™

Prints your spreadsheet sideways.

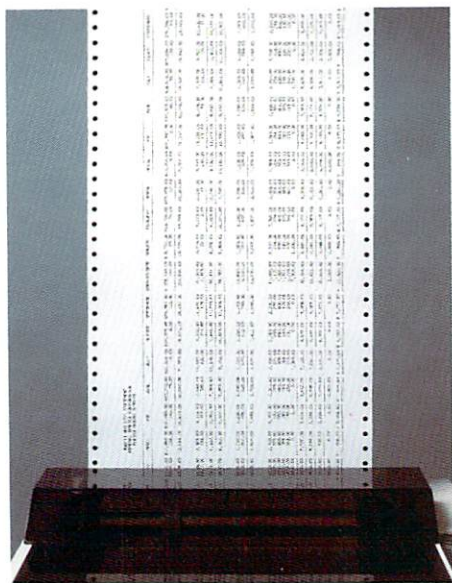
For
COMMODORE COMPUTERS
C64 and **C128**
64K 128K
40 COLUMN 80 COLUMN

At A Glance:

- Now you can print a spreadsheet report that's wider than your printer paper, all at one time, all on one continuous page vertically.
- SIDEWAYS, the ingeniously simple software program, rotates your spreadsheet by 90 degrees as it prints out and causes your hard copy to print out — you guessed it — sideways. So your spreadsheet columns will never fall off the edge of your paper again.

Features:

- SIDEWAYS can print any normal text file of virtually any width. It allows an almost unlimited number of columns (more than 65,000 characters) on a continuous line of output.
- SIDEWAYS eliminates the need to cut and paste together multiple sections of a printout.
- SIDEWAYS offers a choice of a wide variety of type sizes from small to extra-large; gives you complete control over line spacing; left, top and bottom margins; and spacing between characters. This program also provides a double-strike option for added print density.
- To print a spreadsheet, first use your spreadsheet program's "print" command to create a "print file" on your disk. Then run SIDEWAYS, tell it the name of the print file you just created, and SIDEWAYS does the rest.



MONEY BACK GUARANTEE
If you can find a better program,
we'll buy it for you.

Specifications:

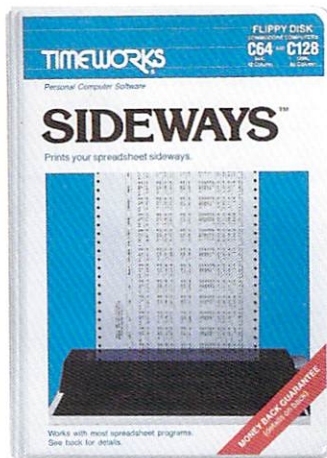
SYSTEM REQUIREMENTS:

C-64 and 128 Personal Computers

COMPATIBILITY:

SIDEWAYS is compatible with:

Better Working Spreadsheet
Calc Now
Cal-Kit
Creative Calc
Microsoft Multiplan
Practicalc 64
Practicalc II
Synccalc
Trio



C 64 & 128 (64K, 40 column)

\$19.95 Cat. No. 6360

C 128 (128K, 80 column)

\$19.95 Cat. No. 7360

SIDEWAYS also works with any C-64 or 128 spreadsheet program that can create text file information (ASCII) on a disk, or interfaces with a word processor.

ONE OF THESE GRAPHICS PRINTERS (Must be Dot Matrix and have Dot Addressable Graphics):

Commodore 1525 MPS 801 MPS 803 MPS 1000

Commodore 1526 MPS 802

Gemini 10X/15X

Epson

Epson Home Writer

IDS Prism, Micro Prism, 460, 560

All Okidata Dot Matrix Printers

C. ITOH Prowriter (8510/1550)

Mannesmann Tally

Texas Instruments

Hewlett Packard Thinkjet

NEC 8023

Blue Chip 120/10

Panasonic 1090, 1091

Seikosha 550, 1000

All Star Micronics Dot Matrix Printers

INPUT FILES:

Any ordinary (ASCII) text file, such as those created by spreadsheet programs, word processors and editors.

Swiftax™

An easy to use, step-by-step program that enables you to prepare and complete your Federal income tax return. Requires no prior knowledge of computers or accounting.

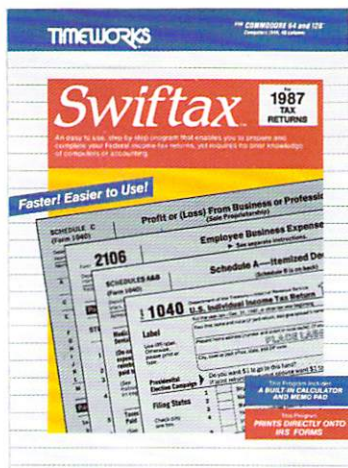
For
COMMODORE
64 & 128
COMPUTERS
64K, 40 Column

Features:

- **Guides you through every step of the tax preparation process** with full user prompts, and instructs you on which forms you must complete.
- **Automatically checks your tax alternatives** and calculates the lowest amount of income tax you must pay.
- **Completes the most commonly used supporting schedules**—A, B, C, D, F, R, SE, and Forms 2106, 2441, and 8615; stores the totals; and, automatically enters this information onto your Form 1040, 1040A, or 1040EZ.
- **Performs all calculations**, including worksheets and entries from the tax tables stored in the program.
- **Prints your tax information directly onto tax forms**, as well as blank paper.
- **Prints out itemized lists of dividends, interest, etc.**, that are too long for the standard forms.
- **Sets up a unique Taxpayer File**, enabling you to make changes to your completed tax return at a later date.
- **A new program disk and manual**, incorporating revised tax law changes and tables, can be obtained for one additional year at a nominal charge.

This Program Also Includes:

- **A built-in memo pad and calculator** that can be used *simultaneously* with the other SWIFTAX features.
- **SwiftKeys™** that provide *instant* access to any forms and schedules in your tax return.
- **A CPA-tested manual**, written in easy-to-understand, people-friendly English to help make tax preparation and tax laws understandable.
- **HELP! Screens:** Just press a key and you'll be guided through the program with thoughtful, easily understood instructions from your computer display screen.



NEW! For Your
1987
TAX RETURNS

This program
PRINTS DIRECTLY ONTO
IRS FORMS

MONEY BACK GUARANTEE
If you can find a better program,
we'll buy it for you.

C 64 & 128 (64K, 40 column) \$49.95 Cat. No. 6353

Forms and Schedules

You Can Complete Automatically With Swiftax:

- Form 1040 — The Standard "Long" Form
- Form 1040A — The "Short" Form
- Form 1040EZ — An Even "Shorter" Form
- Form 2106 — Employee Business Expenses
- Form 2441 — Credit for Child and Dependent Care Expenses
- Form 8615 — Computation of Tax for Children Under Age 14 with Investment Income over \$1000
- Schedule A — Itemized Deductions
- Schedule B — Interest and Dividend Income
- Schedule C — Profit or Loss from Business or Profession
- Schedule D — Capital Gains and Losses
- Schedule F — Farm Income Expenses
- Schedule R — Credit for the Elderly and Permanently and Totally Disabled
- Schedule SE — Computation for Social Security Self-Employment Tax

BUSINESS SYSTEMS™

A series of easy-to-use Management Information Reports flexibly designed to accommodate all small and medium-size business requirements.

For
**COMMODORE
64 & 128**
COMPUTERS
64K, 40 COLUMN

Objective of Timeworks Business Systems:

Each Timeworks Business System is designed to be extremely easy to use by anyone, whether familiar or unfamiliar with computers or even the principles of accounting.

The Computer and Business Control experts who created these programs are total professionals with many years of "main-frame" accounting systems experience. They have taken extreme care to make BUSINESS SYSTEMS very comprehensive, wide in scope with powerful capabilities, and "user-friendly" – utilizing the size and constraints of the Commodore 64 to the utmost.

Our easy-to-understand tutorials, and "cookbook"-style prompting, herald a breakthrough in simplicity for every computer user who arrives at the conclusion that computerization offers invaluable assistance in helping their business to operate more effectively and efficiently.

At A Glance:

Each system includes:

- A menu-driven program, sophisticated enough to provide complete management and product information, yet requires no prior computer or accounting knowledge to operate.
- A unique method of creating your own unlimited array of reports – easily and quickly. *You* select the information you want, and *You* determine the sequence of the report column headings.
- A program which can be used by itself (stand-alone) or can be interfaced, one at a time, with other *Timeworks Management Information* programs into a fully integrated accounting system.
- Password protection, to prevent unauthorized access to confidential data.

C 64 & 128 (64K, 40 column) \$49.95 ea. Cat. No. 6501-6507

Inventory Management	6501
Accounts Receivable Management and Invoicing	6503
Accounts Payable Management and Checkwriting	6504
Payroll Management	6505
General Ledger	6507

For further information - write or phone
TIMEWORKS, INC.

444 Lake Cook Road
Deerfield, Illinois 60015
(312) 948-9200